

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: JANUARY 30, 2007

Committee Members Present:

Supervisors Mason
Sheehan
Haskell
F. Thomas
Tessier

Committee Members Absent:

Supervisors Champagne
Sokol

Others Present:

Representing Health Services Department:

Patricia Auer, Director
Sharon Schaldone, Assistant Director, Home Care
Ginelle Jones, Assistant Director, Public Health
Services
Tawn Driscoll, Provisional Fiscal Manager
Joan Parsons, Commissioner of Administrative and
Fiscal Services
Joan Sady, Clerk, Board of Supervisors
Hal Payne, Administrator, Westmount Health Facility/
Countryside Adult Home
Trish Nenninger, Second Assistant County Attorney
Supervisor Geraghty
Supervisor Gabriels
Katy Goodman, Secretary to the Clerk

Mr. Mason called the meeting to order at 9:33 a.m.

Motion was made by Mr. Tessier and seconded by Mr. F. Thomas to approve the minutes of the previous meetings (November 29, 2006 and December 15, 2006) subject to correction by the Clerk. The motion was carried unanimously with the exception of Mr. Haskell, who abstained as he said he did not attend the meeting.

Privilege of the floor was extended to Mrs. Auer; and she distributed copies of her Agenda packet for the meeting. A copy of the packet is on file with the minutes.

Mrs. Auer welcomed Mr. Mason as the new Chairman of the Committee. She thanked Mr. Sheehan for serving as the Committee Chairman for the past few months. Mrs. Auer noted she had planned to welcome Mr. Sokol as the new Committee member, however he was not present. Mr. Mason stated Mr. Sokol was out of town. Mrs. Auer said they would schedule some time to have Mr. Sokol make an informational visit to the Department.

Mrs. Auer commenced with review of the Pending Items portion of the agenda. First, she updated the Committee members on the status of a Health Information Technology Grant. Mrs. Auer reminded the Committee members that the opportunity to be awarded this grant had been a long shot. She reported it now appeared that the Department would not be able to be included in the grant application process because they had not been involved in the "first round" of funding. Mrs. Auer stated they had met with Dr. Rugge, of Hudson Headwaters Health Network (HHHN),

concerning the grant and found out they were not able to be part of the application because there was a large group of other community health centers that were involved in it. Mrs. Auer stated Dr. Rugge would keep them posted on any future opportunities to apply for grants and they would pursue them. She stated the item could be removed from the Pending Items list.

Mrs. Auer requested approval of a resolution to authorize a contract with the New York State Department of Health (DOH) to allow receipt of funding for Early Intervention Administration in the amount of \$41,805.00, for the grant year October 1, 2006 through September 30, 2007.

Motion was made by Mr. Haskell, seconded by Mr. Sheehan and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of a resolution request form is on file with the minutes.

Next, Mrs. Auer noted there were several handouts in the agenda packet that pertained to some of the agenda items. She advised the Committee members that she had not e-mailed these items or the financial information to them with the agenda. Mrs. Auer stated one of the attachments was the Pandemic Influenza/Emergency Response and Preparedness Activity Update which Ginelle Jones, Assistant Director of Public Health, would review with them.

Privilege of the floor was extended to Ms. Jones, and she advised they had submitted the State-required Plan for a Pandemic Flu Event by the August 2006 deadline. She stated since that time the Pandemic Influenza Committee had met and William Thomas, Chairman of the Board of Supervisors, had attended the meeting. Ms. Jones reported the Committee discussed some ways to educate the community on how to respond to a Pandemic and where the biggest gap in the education area was. She reported that area was determined to be in the small business community, and she spoke on the segment of the Update that concerned the 11/15/06 meeting of the Pandemic Influenza Committee.

Continuing, Ms. Jones stated relative to the small business community, Barbara Orton, the Bio-Terrorism Coordinator, had contacted the Glens Falls Chamber of Commerce. However, she said, Ms. Orton had found out that the Chamber's contracts with its members included a stipulation that they would not receive unsolicited materials from other agencies. As a result, she said, that made it difficult for them to contact the small businesses who were Chamber members. Ms. Jones advised they had offered to give the Chamber the educational information to mail out and to write an item in the Chamber's newsletter, but they were not receptive to the offers. However, she reported, they had met with the Lake George and Warrensburg Chambers of Commerce and they were receptive to their requests and they would be making informational presentations to those groups.

As Ms. Jones continued with her review of the Update, discussion returned to the issue of reaching the small business community. She clarified for Mr. Haskell that the problem was with the Adirondack Regional Chamber of Commerce which is located Glens Falls. Mr. Mason concurred with Mr. Haskell's suggestion that he would contact the President of the Chamber to

see if an exception could be made to the aforementioned policy in this case. Mr. Mason said he would contact the President and ask him to call Ms. Jones.

Discussion ensued as Ms. Jones responded to questions from the Committee members on various aspects of the Update. At the conclusion of her review of the Update, Ms. Jones advised they would be holding a training session on isolation and quarantine issues relative to a potential communicable disease outbreak for members of the law enforcement community, courts, EMS (Emergency Medical Services) representatives, etc., on February 7th. She invited any interested supervisors to attend the session. *(Note: At the end of the meeting Ms. Jones provided copies of the invitation to the session to the Committee members. A copy of the invitation is on file with the minutes.)*

Review of the agenda resumed, and Mrs. Auer noted the next Pending Item concerned the presentation to the Committee members on the fluoridation of Community Water Systems. She advised they had not been able to get the people together to make this presentation. Mrs. Auer stated they still felt the issue was important so she would keep the item on her agenda and in her tickler file. However, she said, she would suggest that the item be removed from the Pending Items list and that it would come up as a new business item when it could be made. The Committee members offered no objection to the suggestion.

Mrs. Auer noted the next Pending Item was an Update on the Telemedicine Program. She stated Sharon Schaldone, Assistant Director, Home Care, had prepared a summary of the Program and it was the next item in the agenda packet.

Privilege of the floor was extended to Ms. Schaldone, and she reviewed the Update in detail with the Committee members. Brief discussion followed.

Mrs. Auer commenced with review of the New Business items on the agenda. She requested approval of a resolution to appoint and reappoint members to the Professional Advisory Committee for the term January 1, 2007 through December 31, 2007. Mrs. Auer pointed out a list of the appointees and reappointees was included in the agenda packet. She noted the changes to the Committee were outlined in the agenda item.

At the conclusion of discussion, it was agreed that because there would not be any changes to the requests, that the items up to the Employee Request item on the agenda would be approved by one motion. Details on the requests were outlined on the agenda. Copies of resolution request forms and attachments pertinent thereto for the requests were included in the agenda packet.

Motion was made by Mr. Haskell, seconded by Mr. Tessier and carried unanimously to approve the requests as presented and to authorize the necessary resolutions for the next board meeting.

The requests are as follows:

- 1) The aforementioned appointments and reappointments to the Professional Advisory Committee.
- 2) Reappointing members of the Warren County Local Early Intervention Coordinating Council
- 3) Authorizing individuals to serve in the Division of Public Health Clinics.
- 4) Reappointing contractual Medical Directors as required by New York State Department of Health.
- 5) Authorizing contract with Patricia Adams, MSW, to provide medical social work services for patients in the Certified Home Health Agency and the Long Term Home Health Care Program.
- 6) Authorizing contract with Anne Paolano, Physical Therapist, to provide physical therapy services.
- 7) To establish prices for vaccines that are administered in the Division of Public Health Clinics.
- 8) To amend the current contract with Greater Adirondack Home Aides to include a new rate for Personal Care Aide services.
- 9) Authorizing agreement with Upper Hudson Primary Care Consortium, the New York State Department of Health Contractor for the Adirondack Rural Health Network to perform a scope of services for the amount of \$5,000.
- 10) To amend contracts of physical therapists, occupational therapists and speech therapists to increase the per visit reimbursement rates.

Mrs. Auer apprised a couple of the requests involved new funds. The first of those items, she said, was the agreement with the Upper Hudson Primary Care Consortium, the New York State Department of Health Contractor for the Adirondack Rural Health Network to perform a scope of services in the amount of \$5,000. Mrs. Auer advised the contract was discussed during the budget process. She explained it concerned an effort between all the Counties in the Adirondack Rural Health Network under which eventually every County would have its own health report card based on information that would be in a database that would be maintained by the Rural Health Network. Additional details on the item were provided in the agenda item. Mrs. Auer noted it was hoped that the costs would not be as high for next year's contract.

Mrs. Auer stated the second item that involved new funds was the amendment to the contracts with the physical, speech and occupational therapists. She advised this was also discussed during the budget process and it was approved because these particular therapists had not had an increase in their contract rates in five years. Mrs. Auer noted the increases were not too large and they were due to such issues as the price of gas, more paperwork and the need to travel to the upper parts of the County.

Review of the agenda resumed, and Mrs. Auer spoke on the aforementioned Employee request item. She stated that last year after the Hurricane Katrina disaster, one of the nurses had requested unpaid leave for a week to assist with disaster relief in that area as part of a church

project. Mrs. Auer advised there was not a provision for this type of activity in the CSEA (Civil Service Employees Association) Contract. She stated she had authorized the request since it was shortly after the disaster and she thought it was a one-time request. However, Mrs. Auer continued, since much rebuilding was still needed in the disaster area, and it was an altruistic endeavor, she would recommend that the request again be approved. She stated she had spoken with the County Attorney's Office, as well as the Personnel Officer, and they did not have a problem with the request. However, Mrs. Auer said, she wanted to bring the matter to the Committee because it was not covered in the CSEA contract.

Mr. Haskell spoke in favor of the request. Mr. Mason said he did not think a motion was needed to approve the request. Mrs. Auer advised that had not been indicated to her and she felt it was just an informational item for the Committee members.

Regarding the Budget Transfers agenda item, Mrs. Auer stated Tawn Driscoll, the Department's Provisional Fiscal Manager, would review the request with the Committee members and answer any questions they might have about it. She advised the Department's Revenues and Expenditure Report was also included in the agenda packet.

Privilege of the floor was extended to Ms. Driscoll, and she reviewed the Request for Transfer of Funds in detail with the Committee members. Explanations of the items were outlined on the Request for Transfer of Funds form. Copies of the Request were distributed to the Committee members and a copy of same is on file with the minutes.

Motion was made by Mr. Tessier, seconded by Mr. F. Thomas and carried unanimously to approve the request, as presented, and to refer it to the Finance Committee.

Mr. Sheehan left the meeting at 9:56 a.m.

Mr. Mason stated an executive session was needed to discuss the employment history of a particular person; and motion was made by Mr. Tessier, seconded by Mr. Haskell and carried unanimously to declare executive session pursuant to Section 105(f) of the Public Officers Law.

Executive session was declared from 9:59 a.m. to 10:21 a.m. Trish Nenninger, Second Assistant County Attorney, and Mr. Gabriels entered the meeting during executive session.

Committee reconvened.

Mr. Mason stated no action was necessary pursuant to the executive session.

Mr. Mason stated Joan Parsons, Commissioner of Administrative and Fiscal Services, had an issue she wished to discuss with the Committee members.

Privilege of the floor was extended to Mrs. Parsons, and she advised that Mrs. Auer and she had

discussed the (County's) fees for the Department's services. Mrs. Parsons stated as a result of the discussion, she had found some policies that were in place that she felt needed to be updated. Mrs. Parsons noted perhaps through the Committee the policies could be turned over to Mrs. Auer for discussion at the next meeting.

Continuing, Mrs. Parsons advised the last time the Department's sliding scale fees for services were changed was 1995. She stated at that time the fees were computed at 200% of the federal poverty level and the sliding scale allowed for elevated payments based on income. Mrs. Parsons advised she felt that criteria should be updated, as well as a policy which stated how fees were being collected from the Department's patients. She stated in 1987 the County adopted a policy which established guidelines for the provision of free and/or reduced care. Mrs. Parsons explained part of those guidelines required a limit to the expenditures and an Ad Hoc Committee to review expenditures after a certain point in order to decide how much free care the County was able to provide. She asked if the Committee members would have Mrs. Auer look into these policies. Mrs. Parsons stated no matter how old the policies were they were on the books and they needed to either be updated or deleted if they were not going to be followed.

Mr. Haskell asked who were the members of that Ad Hoc Committee; and Mrs. Parsons replied the members were appointed. However, she said, she did not know who all the members were other than Joan Grishkot, who was the Director of the Health Services Department at the time, and the Chairman. Mrs. Parsons noted under the policy no free care was given unless the Committee approved. She confirmed for Mr. Haskell that the decisions were made on a case-by-case basis. Mr. Haskell expressed support for having Mrs. Auer review the policies.

Mrs. Auer suggested perhaps as a way to keep track of the number of patients who were receiving free care they could provide that information as part of their monthly Revenues and Expenditures Report. She stated the patients would not be named. Mrs. Auer advised that by law they did have to provide bad debt and charity care and this information would show when that would need to be done.

It was the consensus of the Committee members that Mrs. Auer would bring the policies to the next meeting for review and that the free patient care information would be provided each month.

A copy of the Rabies Program Report for 2006 was included in the agenda packet.

There being no further business to come before the committee, on motion by Mr. Haskell and seconded by Mr. Tessier, Mr. Mason adjourned the meeting at 10:25 a.m.

Respectfully submitted,

Katy Goodman, Secretary to the Clerk